

ADMINISTRATIVE AFFAIRS COMMITTEE
October 26, 2022

There was a meeting of the **Administrative Affairs Committee** of the Lima Allen County Regional Planning Commission on **October 26, 2022**, at **4:00** p.m. in the Commission office at 130 West North Street, Lima, Ohio.

The agenda was as follows:

1. Roll Call
2. Approval of AAC Minutes –September 21, 2022
3. Building Project Update
4. RTPO and ED Position Updates
5. Health Insurance Renewal
5. Other
6. Adjournment

A quorum being present, Howard Elstro brought the meeting to order and proceeded with the agenda.

1. ROLL CALL

Mr. Howard Elstro	City of Lima
Mr. Jerry Gilden	Marion Township
Mr. Jamie Mehaffie	City of Delphos
Ms. Kelli Singhaus	Allen County
Mr. Thomas Tebben	City of Lima
Mr. Doug Post	Amanda Township

GUESTS

STAFF

Mr. Brandon Casler	Lima-Allen County Regional Planning Commission
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2. APPROVAL OF AAC MINUTES – September 21st, 2022

Motion 27 (10-26-22) AAC

Doug Post motioned to accept and approve the September 21st, 2022, meeting minutes. Seconded by Howard Elstro, motion carried.

3. BUILDING PROJECT UPDATE

Mr. Casler shared with the committee that he had received an update from Blaine Cline, Core Consulting, on the building project. We had received the three needed bids and have accepted the bid from Ben's Construction.

Motion 28 (10-26-2022) AAC

Doug Post motioned to accept the bid from Ben's construction to tear down the awning in the front of the building and was seconded by Jerry Gilden, motion carried.

4. RTPO and ED Position Updates

Mr. Elstro updated the committee where we are in the process of candidates for the two open positions and that they have interviewed two candidates for the ED position and they Mr. Casler will reach out to two others to set up Zoom interviews next week. Mr. Casler also brought up possibly reaching out to universities about possible interns in the spring/summer and the committee agreed to Mr. Casler reaching out.

5. Health Insurance Renewal

Mr. Casler presented the committee with this year's annual health insurance renewal from Anthem. The increase was 9.9% which is a monthly increase of \$141.31 a month to the Commissions premium. Mr. Casler also brought up that the price for the monthly premium might also go up due to staff possibly adding family members to the plan.

Motion 29 (10-26-22) AAC

Jerry Gilden motioned to accept the renewal of the annual health insurance plan through Anthem. Seconded by Doug Post, motioned carried.

6. Other

Mr. Elstro discussed that Mr. Thom Mazur has been brought on through a contract with Custom Staffing to be an advisor and consultant for the Commission. Mr. Elstro stated that a meeting should have happened with Mr. Mazur before he started to go over expectations and responsibilities would be for the duration of the contract. Mr. Elstro also stated that himself, Mr. Tebben, and Mr. Shane Colman met with Mr. Mazur to go over what would be expected. He is to be only twenty hours a week and be strictly a consultant for the Commission and will attend outside meetings and speak for the Commission. Mr. Elstro also stated that he met with the current staff to go over said responsibilities and expectations for Mr. Mazur during his time here. That if there is any problems that need administration to deal with, either go to Mr. Casler, or to Mr. Elstro himself.

7. Adjournment

Motion 30 (10-26-22) AAC

Doug Post made a motion to adjourn. Seconded by Howard Elstro, motion carried.

DRAFT